



2024 Campus Race to Zero Waste Case Study Salisbury University

Contact Information:

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Focus of Case study:

Salisbury University's (SU) focus was to increase the recycling rate and start a new office recycling initiative using Mini-Trashcans.

Detailed description of campaign or effort:

Salisbury University's (SU) Mini-Trashcan Program was created in the Fall of 2023 to increase the recycling rates in academic and administrative offices, while decreasing the waste generated by using hundreds of trash bags in a 24-hour period. This effort first started in the Spring 2023 semester when a student expressed interest in doing collaborative research with the recycling staff. Multiple office desktide waste audits were completed in five academic & administrative buildings in the Spring 2023 semester where contents were examined to determine if they were categorized as recyclable or waste. Based on the results of the initial waste audits, we pursued having a single building be the pilot for the proposed mini-trashcan program.

In August of 2023, the mini-trashcan pilot program was launched in Fulton Hall, the Liberal Arts School. While Fulton Hall was piloting this program, the Campus Sustainability Director met with various campus leaders to propose a campus-wide expansion of the program. The Recycling staff coordinated multiple waste audits in Fulton Hall in October and November to see how effective the program had been. Our findings showed that there was a decrease of recyclable materials entering the waste stream via office waste and a decrease in usage of trash bags. With these results, we continued promoting the expansion of this program. A Green Fund proposal was submitted by a group of students working with the Recycling Coordinator to purchase 800 sets of mini-trashcans to be implemented campus wide. This proposal was approved, and 800 sets were purchased.

Over the 2024 winter break, the Recycling staff started installing mini-trashcans in academic and administrative buildings including Holloway Hall, Informational Technology building, Devilbiss Hall, Guerrieri Student Union, and Physical Plant (approximately 400 offices). In June 2024, mini-trashcans were installed in TETC, Henson Hall, and Perdue Hall (another 400 offices). As of June 2024, all large academic and administrative buildings are participating in the mini-trashcan program. With the Blackwell Hall renovations beginning this summer, this building will automatically be enrolled in the mini-trashcan program once it is reopened.

Planning steps & timeline to implement:

- Fall 2022—researched office recycling programs at other public universities through CR2ZW case studies and universities' websites.
- Winter 2022—SU Honors student reached out to Recycling Coordinator about interest in doing a research project regarding recycling, Recycling Coordinator brought up the idea of mini-trashcans and office recycling program to student. Recycling Coordinator coordinated with the Assistant Director of Facilities and Housekeeping personnel to do multiple office deskside waste audits.
- Spring 2023—Housekeeping collected office deskside waste from 5 large academic/administrative buildings and set aside for Recycling staff to conduct a waste audit. We held 3 separate waste audits in 3 different weeks.
- April 2023—Recycling Coordinator presented to the Campus Sustainability Committee about the 3 waste audits in the 5 large academic/administrative buildings.
- End of Spring 2023 semester—student presented research poster at SU's Research Consortium and to the Liberal Arts' Sustainability Committee. The Dean of the Liberal Arts School supported this proposal and elected Fulton Hall to be the pilot building of the mini-trashcan program.
- Summer 2023—90 sets were ordered, and flyers were created with brief information about the program and what is recyclable at SU.
- July 2023—a walkthrough of every office space was conducted to see existing recycling and waste set ups.
- August 2023—Bins arrived at SU and were implemented in the Liberal Arts School before the start of the Fall 2023 semester along with the flyers. The Sustainability Director met with the President's Advisory Team to propose the campus-wide expansion of the program and approval was received.
- October 2023—Sustainability Director met with Deans, Department Chairs, Directors, Faculty Senate, Staff Senate, Student Government Association, and night-shift Housekeepers to explain the initiative and the changes it would bring. Recycling Coordinator and student workers wrote up a Green Fund proposal for the purchase of 800 sets of mini-trashcans to be implemented in the major academic/administrative buildings, which was approved. 800 sets were ordered.
- 10/17/2023—first waste audit of Liberal Arts School was conducted (communal trashcans on the 2nd floor, where 98% of offices are held).
- 10/25/2023—second waste audit of Liberal Arts School was conducted.
- 11/3/2023—final waste audit of Liberal Arts School was conducted.
- 11/15/2023—Sustainability Director met with the President's Advisory Team to further discuss campus wide program.
- 11/28/2023—Recycling Coordinator presented the pre and post results of the pilot building's mini-trashcan program to the Campus Sustainability Committee.
- 12/20/2023—first 200 sets arrived at SU.
- 1/12/2024—the administrative building Holloway Hall, which houses the President's Office, received mini-trashcans in office spaces.
- 1/18/2024—the IT building, Devilbiss Hall, Physical Plant's office buildings received their mini-trashcans in office spaces.
- 1/22/2024—the Guerrieri Student Union received their mini-trashcans in office spaces.
- 2/8/2024—communal trash and recycling were collected in Holloway Hall to conduct waste audit.
- 4/12/2023—communal trash was collected in Holloway Hall and Fulton Hall 2nd floor to conduct waste audit.
- 4/29/2024—Campus Sustainability Committee met to discuss the waste audit data and reflect on the effectiveness of the program regarding office recycling.
- 6/6/2024—TETC received their mini-trashcans in office spaces.
- 6/12/2024—Henson Science Hall received their mini-trashcans in office spaces.

- 6/18/2024—Perdue Hall received their mini-trashcans in office spaces.

Resources and stakeholders involved:

The pilot program was paid for by the Fulton Liberal Arts School with the approval of the Dean and the Fulton Sustainability Committee members. Approval from the President, Cabinet, and majority of the campus community was gained. A proposal to purchase 800 sets was submitted to SU’s Green Fund (sustainability fund), which paid for the 800 sets. Questions and concerns were addressed in multiple forums and meetings with the campus community. This was a campus-wide initiative with many departments having a role.

Results:

Pre-Mini-Trashcans

After conducting three office deskside waste audits in five academic/administrative buildings we found these buildings throwing away on average 26 to 56 percent of recyclable materials into the waste stream and an average of 26 to 109 trash bags were used in a 24-hour period from office deskside trashcans (shown in Table 1, Figure 1, and Figure 2). In Holloway Hall, 28 percent of the total waste was recyclable material, and used an average of 109 trash bags a day. In Fulton Hall, 41 percent of the total waste was recyclable material, and used an average of 26 trash bags a day. In TETC, 26 percent of the total waste was recyclable material, and used an average of 46 trash bags a day. In Henson Hall, 56 percent of the total waste was recyclable material, and used an average of 28 trash bags a day. In Perdue Hall, 42 percent of the totally waste was recyclable material, and used an average of 42 trash bags a day. Recyclable materials are entering the waste stream via office deskside trashcans. The amount of trash bags used in a 24-hour period is also adding to our waste.

Table 1. The results of the pre-mini-trashcan waste audit from office deskside waste

BUILDING	HOLLOWAY	FULTON	TETC	HENSON	PERDUE
AVERAGE % TRASH IN TRASH	72	59	74	45	59
AVERAGE % RECYCLING IN TRASH	28	41	26	56	42
AVERAGE TRASH BAGS USED IN 24HRS	109	26	46	28	42

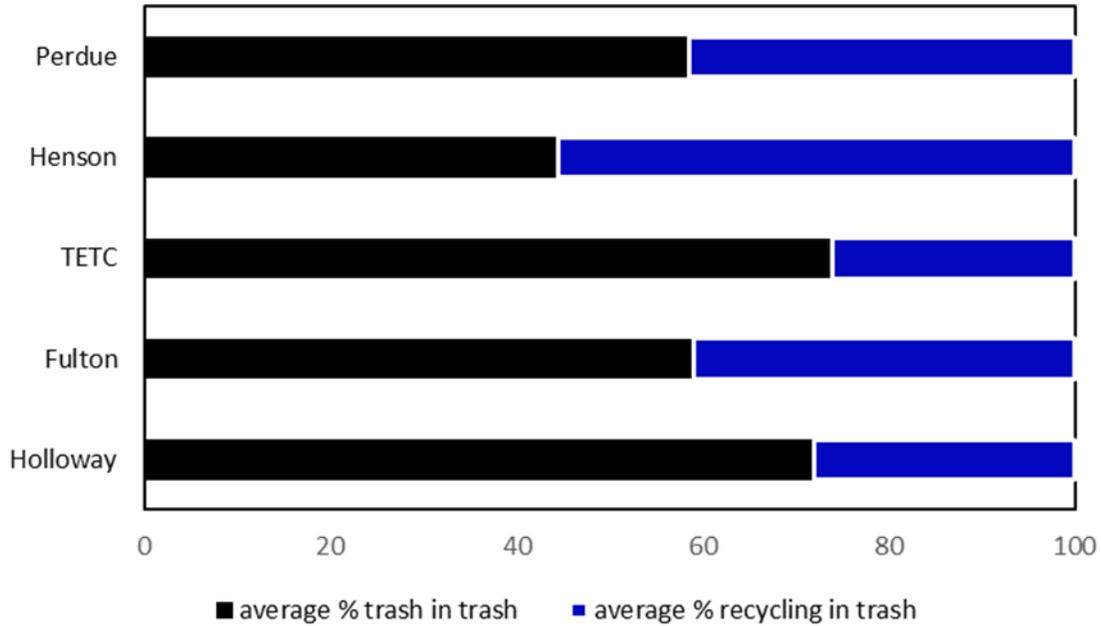


Figure 1. The results of the pre-mini-trashcan waste audit from office deskside waste

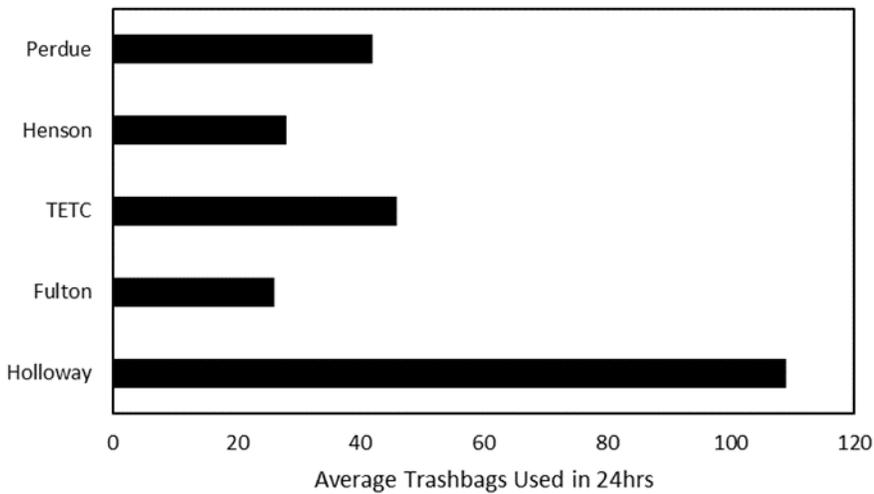


Figure 2. The average amount of trash bags used in a 24-hour period from office deskside waste

Fulton Hall Post-Mini-Trashcan

After conducting three waste audits in the pilot building, Fulton Hall, we found that on average 9 percent of the total office waste was recyclable material and 6 trash bags were used in a 24-hour period (shown in Table 2, Figure 3). That is a decrease of 32 percent of recyclable materials entering the waste stream and a 77 percent decrease in trash bag usage in 24-hour period in Fulton Hall due to the mini-trashcan program.

Table 2. The results of the pilot building post-mini-trashcan waste audit

DATE	10/17/2023	10/25/2023	11/3/2023
BUILDING*	Fulton 2nd Floor Communal Trash	Fulton 2nd Floor Communal Trash	Fulton 2nd Floor Communal Trash
TOTAL WEIGHT (LBS)	5	8	4.5
RECYCLING WEIGHT (LBS)	0.5	1	0.25
TRASH WEIGHT (LBS)	4.5	7	4.25
% RECYCLING IN TRASH	10	12.5	5
TRASH BAGS USED	7	7	4
% TRASH IN TRASH	90	87.5	94

*Materials in communal hallways on the 2nd floor were examined during waste audit due to 98% of offices are located on 2nd floor and minimal student foot traffic.

Fulton Hall Waste Audit Results

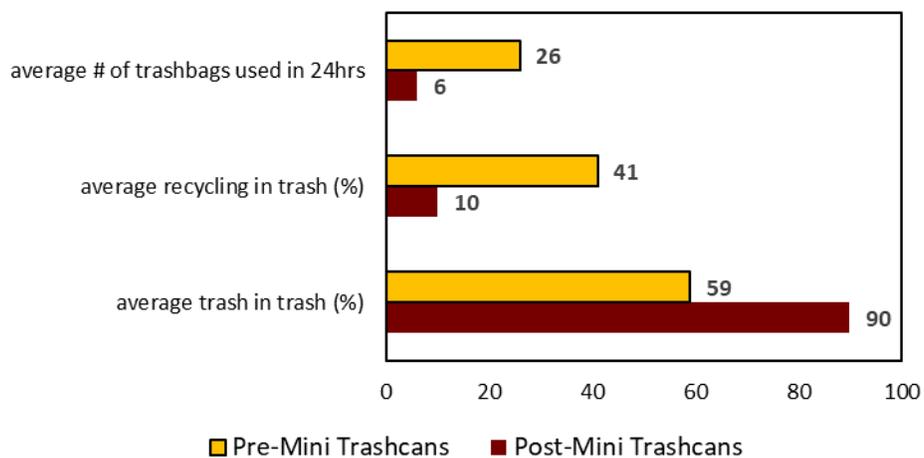


Figure 3. The results of the Fulton Hall pre- and post-mini-trashcan waste audits

Holloway Hall Post-Mini-Trashcan

After conducting a waste audit in Holloway Hall, we found that 14.8 percent of the total office waste was recyclable material and 15 trash bags were used in a 24hr period (shown in Table 3 and Figure 4). That is a decrease of 13.2 percent of recyclable material entering the waste stream and 86.2 percent decrease in trash bag usage in a 24hr period in Holloway Hall due to the mini-trashcan program. The communal recycling bins were also examined to determine the contamination rate in the recycling stream. We found that there was less than 10 percent.

Table 3. The results of Holloway Hall post-mini-trashcan waste audit

DATE	2/8/2024
BUILDING	Holloway Hall
TOTAL WEIGHT IN TRASH (LBS)	30.5
RECYCLING WEIGHT IN TRASH (LBS)	4.5
TRASH WEIGHT IN TRASH (LBS)	26
% RECYCLING IN TRASH	14.8
% TRASH IN TRASH	85.2
TOTAL WEIGHT IN RECYCLING (LBS)	28
RECYCLING WEIGHT IN RECYCLING (LBS)	25.5
TRASH WEIGHT IN RECYCLING (LBS)	2.5
% RECYCLING IN RECYCLING	87.5
% TRASH IN RECYCLING	8.9
TRASH BAGS USED	15

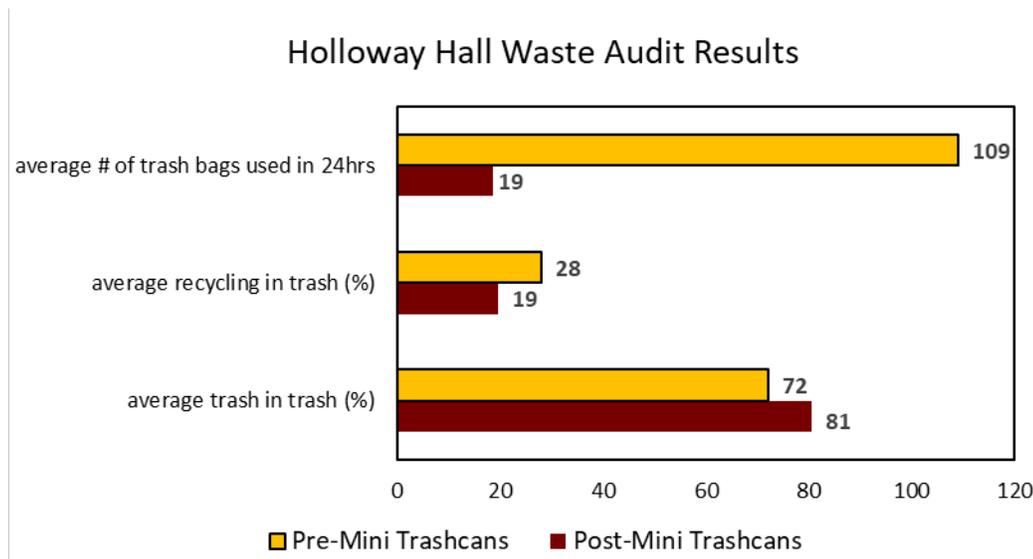


Figure 4. The results of the Holloway Hall pre- and post-mini-trashcan waste audits

What would you do differently in the future?

One notable change we suggest for other universities wanting to do a similar project is to have the pilot waste audit results before all the discussions happened across campus. This would have made our proposal's defense stronger with proof that it helped the recycling rates and decreased overall waste generated from offices. We had planned a short video clip to be sent out campus-wide to educate the community regarding the new initiative, but it has been postponed. Due to the delay, this has affected an anticipated method of communication to advertise and spread awareness regarding the mini-trashcan program. We believe this video being released would have made our campus-wide communications stronger. Try to repurpose or reuse the old existing deskside cans for another project/program. We plan to repurpose the trashcans into recycling cans. These cans will be handed out to residential students who move onto campus in August 2024 (cans will have sticker decal with what recyclables we accept).

What advice would you give to another college that wanted to do a similar effort?

1. Have student involvement and research when applicable. This started out as a collaborative student research project that has now expanded to a campus-wide program.
2. Hold multiple forums, this allowed for the campus community to state their concerns/thoughts. We were then able to address them. Open communication and transparency about the program are advised.
3. Do not rush the push for a campus-wide program or expect it to happen instantly. Our installation timeline has changed many times. The original plan was to install all 800 sets throughout the spring 2024 semester but was delayed due to quantity of sets shipped at one time, storage, and manpower to install in a timely/quiet manner. Installing during breaks (winter, spring, and summer) is also recommended because the installation will disrupt fewer employees if done during work hours.

Photos and Graphics

NEW Office Trash & Recycling Process

Salisbury University Recycling is rolling out a new blue desk-side recycling bin with a small black waste bin attached. **Employees are now responsible for taking their trash and recycling to the nearest common area with larger receptacles**, which will be serviced by Housekeeping and Recycling staff members. Please use the recycling and mini trash bin to transport your collected materials to the nearest recycling and trash collection area.



Deposit used batteries in the recycling collection tubes across campus.



Information on what is recycled at Salisbury University is listed on the back of this card.

- If you have any Recycling questions, contact Rachael Faust: rxfaust@salisbury.edu
- For more information, visit the Recycling webpage: www.salisbury.edu/recycling
- For Housekeeping questions, contact Ronald Facello: rafacello@salisbury.edu

THANK YOU FOR RECYCLING!

RECYCLING 101

CLEAN & DRY



PLASTIC
PET



METAL CANS



PLASTIC
HDPE



GLASS



CARDBOARD & PAPER



For any **scrap metal, electronics, toner cartridges** and **small household appliances**, please submit a Physical Plant work order:



SU is an Equal Opportunity/AA/Title IX university and provides reasonable accommodation given sufficient notice to the University office or staff sponsoring the event or program.

Flyers that were left at faculty and staff members' desk along with their new bins to inform them on the mini-trashcan program in August 2023 and January 2024. (SU Publications Office)

Social media posts can be found at www.instagram.com/salisburyuniversity_recycles



salisburyuniversity_recycles
Isca Beats • Hotel Room

salisburyuniversity_recycles @salisburyuniversity Housekeeping crew set aside office deskside trash for @annie.geitner and the Recycling Staff to collect data on how much recycling is ending up in the landfill. We did waste audits on Holloway, Fulton, TETC, and Perdue Halls. The results were...

Holloway Hall generated 73lbs in 24hrs, 20% of that could of been recycled. 113 trash bags used.

Fulton Hall generated 15.5lbs in 24hrs, 45% of that could of been recycled. 28 trash bags used.

TETC generated 26lbs in 24hrs, 25% of that could of been recycled. 56 trash bags used.

Perdue Hall generated 10lbs in 24hrs, 37.5% of that could of been recycled. 54 trash bags used.

Change is needed to reduce waste on campus and increase our recycling/diversion rates.

56w

craycraycraney nice job @annie.geitner and team!!
56w 1 like Reply

jonathancooper1973 Great work, team! Can't wait to see the results of this disgusting project. 😬
56w Reply

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👍 🗨️ 🚩

Liked by perdueschool and 19 others
March 30, 2023

Add a comment... Post

Instagram Reel showcasing one of our office deskside waste audit 3/30/2023 (Video credit: Rachael Faust) “@salisburyuniversity Housekeeping crew set aside office deskside trash for @annie.geitner and the Recycling Staff to collect data on how much recycling is ending up in the landfill. We did waste audits on Holloway, Fulton, TETC, and Perdue Halls. The results were... Holloway Hall generated 73lbs in 24hrs, 20% of that could of been recycled. 113 trash bags used. Fulton Hall generated 15.5lbs in 24hrs, 45% of that could of been recycled. 28 trash bags used. TETC generated 26lbs in 24hrs, 25% of that could of been recycled. 56 trash bags used. Perdue Hall generated 10lbs in 24hrs, 37.5% of that could of been recycled. 54 trash bags used. Change is needed to reduce waste on campus and increase our recycling/diversion rates.”

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UNIVERSITY
Make Tomorrow Yours



Deposit used batteries in the recycling collection tubes across campus.



salisburyuniversity_recycles
Salisbury University

salisburyuniversity_recycles Today marks the beginning of our new piloted program! The Office Mini-Trashcans have been installed in Fulton Hall thanks to the support of Fulton's Dean and Sustainability Committee! Thank you for recycling 🌱

36w

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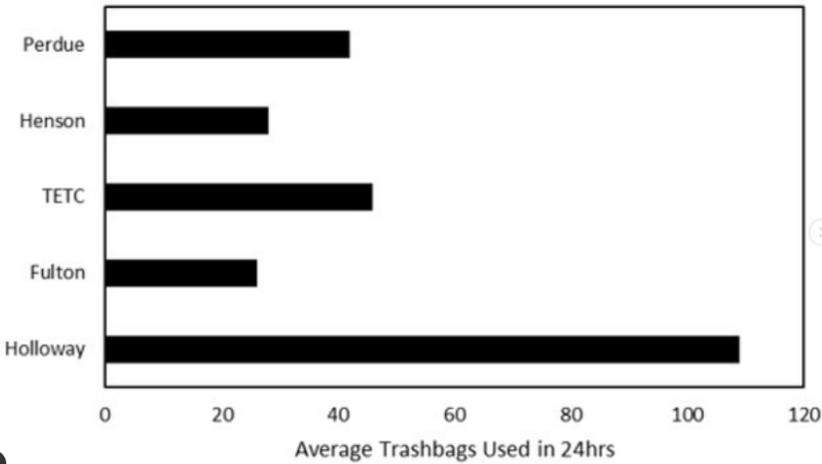
Liked by [salisburyuniversityarboretum](#) and 21 others
August 21, 2023

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[Post](#)

Instagram post announcing our pilot building program 8/21/2023 (Post Credit: Rachael Faust)

“Today marks the beginning of our new piloted program! The Office Mini-Trashcans have been installed in Fulton Hall thanks to the support of Fulton’s Dean and Sustainability Committee! Thank you for recycling 🌱”



 **salisburyuniversity_recycles**
Salisbury University

 **salisburyuniversity_recycles** The Spring '23 semester we did multiple office deskside waste audits in Holloway, Fulton, TETC, Henson and Perdue Halls. Our results were presented to the Fulton Sustainability Committee, the Campus Sustainability Committee, and President's Cabinet with the proposal of implementing a "mini-trashcan program". The Dean of the Fulton School of Liberal Arts supported the proposed program and agreed to be the pilot building. The mini-trashcans were set up right before the start of the Fall '23 semester along with new recycling bins. In October and November, we did more waste audits in Fulton Hall to determine the effectiveness of the Mini-Trashcan program. Our results showed that recyclables entering the waste stream and the number of trashbags used via office waste both decreased! We are so happy to see these results and we are proud to share that ALL buildings on campus will be implementing the Mini-Trashcan program starting this Spring '24!!!! 🥳

A huge thank you to our supporters and those who helped make this proposal a reality!
25w

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 Liked by **sulibraries** and 45 others
November 3, 2023

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Instagram post updating the campus community on the progress and results of the pilot building 11/3/2023
(Post Credit: Rachael Faust)

“The Spring ‘23 semester we did multiple office deskside waste audits in Holloway, Fulton, TETC, Henson and Perdue Halls. Our results were presented to the Fulton Sustainability Committee, the Campus Sustainability Committee, and President’s Cabinet with the proposal of implementing a “mini-trashcan program”. The Dean of the Fulton School of Liberal Arts supported the proposed program and agreed to be the pilot building. The mini-trashcans were set up right before the start of the Fall ‘23 semester along with new recycling bins. In October and November, we did more waste audits in Fulton Hall to determine the effectiveness of the Mini-Trashcan program. Our results showed that recyclables entering the waste stream and the number of trash bags used via office waste both decreased! We are so happy to see these results and we are proud to share that ALL buildings on campus will be implementing the Mini-Trashcan program starting this Spring ‘24!!!! 🥳 A huge thank you to our supporters and those who helped make this proposal a reality!”



salisburyuniversity_recycles
American Authors • Best Day Of My Life

salisburyuniversity_recycles The Spring of 2023—the recycling team alongside environmental studies students conducted multiple office deskside waste audits in 5 large, academic, and administrative buildings in collaboration with Facility Services. We found that recyclables were entering the waste stream via office deskside trashcans.

The Summer of 2023—we proposed and defended the need for a mini-trashcan program in office spaces to the Fulton Sustainability Committee. They supported and purchased 90 sets for Fulton Hall offices. The Campus Sustainability Director defended the need for this program to expand campus-wide to the President’s Advisory Team in which support, and approval was gained.

The Fall of 2023—multiple audits were conducted in Fulton Hall to measure the effectiveness of the mini-trashcan program. The results were a 30% decrease in the total amount of recyclables entering the waste stream via office waste and a decrease in the total trash bags used in a 24hr period.

The Winter of 2024—Holloway Hall was the second building to take on this program. The Informational Technology building and the Physical Plant office buildings were implemented thereafter.

15w

elliotsuth Love to see it
15w Reply
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abbi.rxse sick

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♥️ 💬 📌

Liked by salisburyuniversityarboretum and 66 others
January 16

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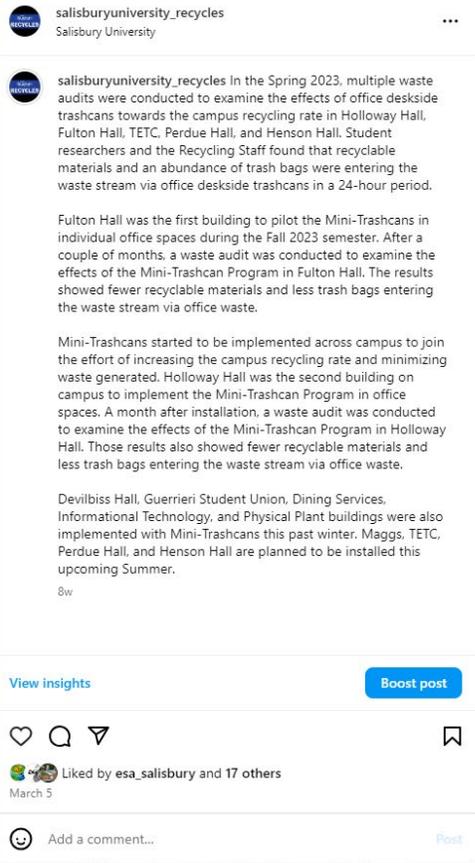
Instagram Reel sharing the installation of the campus-wide effort in Holloway Hall 1/16/2024 (Video Credit: Rachael Faust)

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Instagram post informing the campus community of the purpose and importance of the mini-trashcan program and the results of the Holloway Hall waste audit 3/5/2024 (Post Credit: Brianna Sylvester, PR Practicum Student)

“In the Spring 2023, multiple waste audits were conducted to examine the effects of office deskside trashcans towards the campus recycling rate in Holloway Hall, Fulton Hall, TETC, Perdue Hall, and Henson Hall. Student researchers and the Recycling Staff found that recyclable materials and an abundance of trash bags were entering the waste stream via office deskside trashcans in a 24-hour period.

Fulton Hall was the first building to pilot the Mini-Trashcans in individual office spaces during the Fall 2023 semester. After a couple of months, a waste audit was conducted to examine the effects of the Mini-Trashcan Program in Fulton Hall. The results showed fewer recyclable materials and less trash bags entering the waste stream via office waste.

Mini-Trashcans started to be implemented across campus to join the effort of increasing the campus recycling rate and minimizing waste generated. Holloway Hall was the second building on campus to implement the Mini-Trashcan Program in office spaces. A month after installation, a waste audit was conducted to examine the effects of the Mini-Trashcan Program in Holloway Hall. Those results also showed fewer recyclable materials and less trash bags entering the waste stream via office waste.

Devilbiss Hall, Guerrieri Student Union, Dining Services, Informational Technology, and Physical Plant buildings were also implemented with Mini-Trashcans this past winter. Maggs, TETC, Perdue Hall, and Henson Hall are planned to be installed this upcoming Summer.”

SU Today Posts:
<https://hub.salisbury.edu/sutoday/2023/12/06/new-recycling-initiatives-beginning-spring-24-semester/>
<https://hub.salisbury.edu/sutoday/2024/01/22/new-recycling-initiative/>

<https://hub.salisbury.edu/sutoday/2024/01/31/new-recycling-initiative-in-staff-and-faculty-offices/>
<https://hub.salisbury.edu/sutoday/2024/02/12/the-mini-trashcan-program-before-after-results/>